WEBINARS: MIGRATING TO IMb

To date, mailers have deposited more than 50 billion mailpieces with Intelligent Mail® barcodes. If you haven't already come onboard, we'd like to remind you that beginning in May 2011, to be eligible for automation discounts on your letter-size and flat-size mailpieces, you'll need to start using the IMb™ in place of the POSTNET™ barcode. In May 2011, the POSTNET barcode will be ineligible for automation prices and the IMb must be used to claim automation prices with either the Full-Service option or the Basic option.

As always, we wish to make the transition as easy as possible. The USPS® will conduct weekly webinars titled *Migrating to IMb* during September, 2010. The six sessions are listed below with illustrated WebEx instruction that.

There are 500 seats/ports available. Ports are limited to 500 and available on a "first come, first served" basis.

EVENT TITLE: Migration to IMb

Date and Time: Thursday, September 9, 2010, 11:00 am – 12:30 pm, Eastern Time
Event number: 995 136 945

To join the online event:

1. Click here to join the online event or copy and paste the following link to a browser:
https://usps.webex.com/usps/onstage/g.php?d=995136945&t=a&EA=ana.cikowski%40usps.gov&ET=989bacc3a11e9c8a4d701da499434b60&ETR=d0e2a9c7ed1298fb8fc55266d08b7101&RT=MiMxMQ==&p
2. Click "Join Now".

Date and Time: Friday, September 17, 2010, 12:00 – 1:30 pm, Eastern Time
Event number: 995 878 490

To join the online event:

1. Click here to join the online event or copy and paste the following link to a browser:
https://usps.webex.com/usps/onstage/g.php?d=995878490&t=a&EA=ana.cikowski%40usps.gov&ET=4111b4deeac02d945ee88c3cff8e6862&ETR=d900e20e5df69914dc79f20c40027e1c&RT=MiMxMQ==&p
2. Click "Join Now".

Date and Time: Thursday, September 23, 2010, 12:00 1:30 pm, Eastern Time
Event number: 997 301 923

To join the online event:

1. Click here to join the online event or copy and paste the following link to a browser:
https://usps.webex.com/usps/onstage/g.php?d=997301923&t=a&EA=ana.cikowski%40usps.gov&ET=0c1c523ac31659899a5b84570144e7e3&ETR=3f54e8932d939e3dfe49d10612db0de1&RT=MiMxMQ==&p
2. Click "Join Now".

Date and Time: Tuesday, September 28, 2010, 10:00 – 11:30 am, Eastern Time
Event number: 993 270 389

To join the online event:

1. Click here to join the online event or copy and paste the following link to a browser:
https://usps.webex.com/usps/onstage/g.php?d=993270389&t=a&EA=ana.cikowski%40usps.gov&ET=98e58a50939ab0320ca5a2e028cbe42e&ETR=0b67c5c7e83d97e37c6d15b947690358&RT=MiMxMQ==&p
2. Click "Join Now".

Date and Time: **Thursday, October 7, 2010, 11:00 am – 12:30 pm, Eastern Time**
Event number: 997 164 524

To join the online event

1. Click here to join the online event or copy and paste the following link to a browser:
https://usps.webex.com/usps/onstage/g.php?d=997164524&t=a&EA=ana.cikowski%40usps.gov&ET=5be13fcbd8625d8de79d1726ec87e228&ETR=89d2fda6eb3cf02d524d2d4f82f3aaa1&RT=MiMxMQ==&p
2. Click "Join Now".

Date and Time: **Tuesday, October 12, 2010, 2:30 – 4:00 pm, Eastern Time**
Event number: 991 127 278

To join the online event

1. Click here to join the online event or copy and paste the following link to a browser:
https://usps.webex.com/usps/onstage/g.php?d=991127278&t=a&EA=ana.cikowski%40usps.gov&ET=a8eb19f488005be752358bceccb936fc&ETR=2b765038def6d6f3f10ad546ec77bc76&RT=MiMxMQ==&p
2. Click "Join Now".

INSTRUCTIONS FOR ATTENDING OUR WebEx WEBINARS:
We will be conducting these large meetings on WebEx instead of MeetingPlace. Please follow these instructions to attend:
Attending a WebEx session as an Attendee:
1. Click on the Attendees' Link below for the session you'd like to attend.

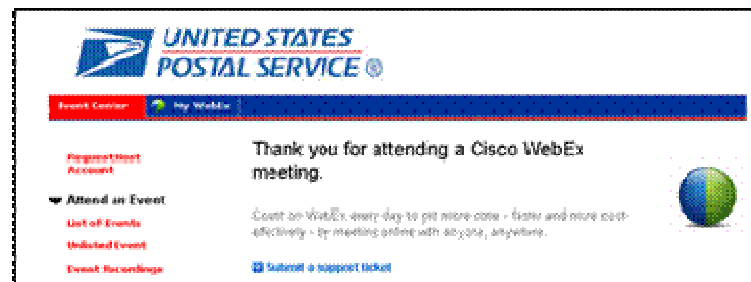2. Enter your **First Name** | **Last Name** | **Email Address**
3. Click **Join Now**
   - Another web browser opens and displays the WebEx Meeting Room.
   - When Internet Explorer asks "Do you want to run this software?", click **Run**.
   - When you join a WebEx meeting, *three* browser windows open: Connect me window, Meeting in progress window (with a warning not to close), and WebEx Meeting Room.
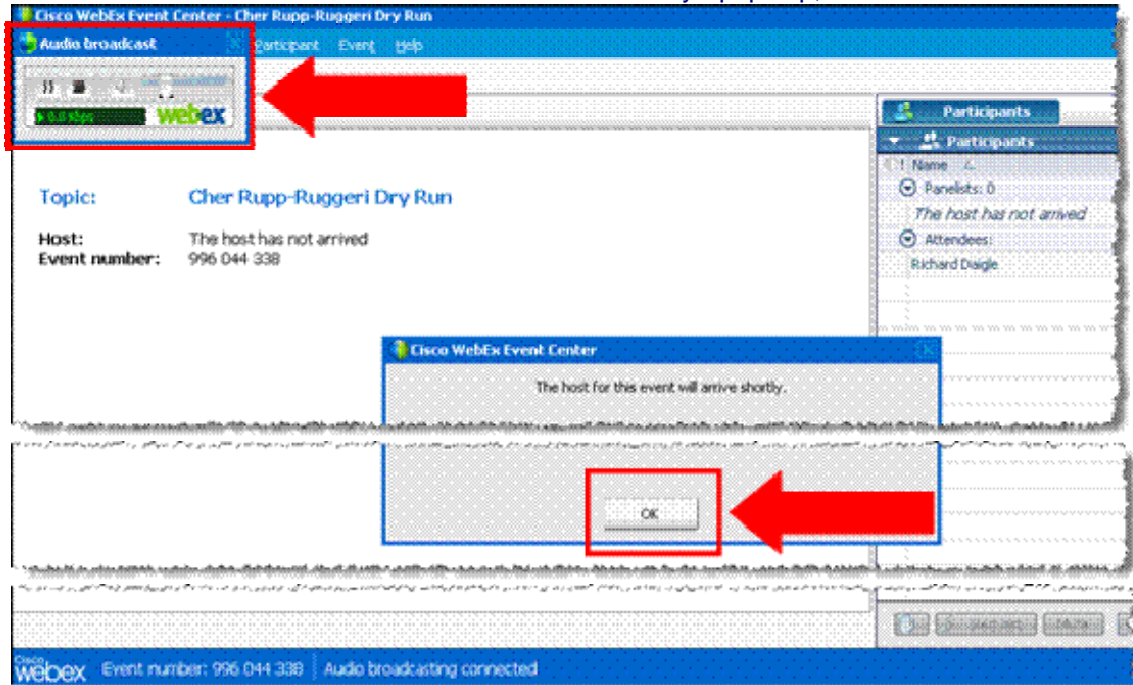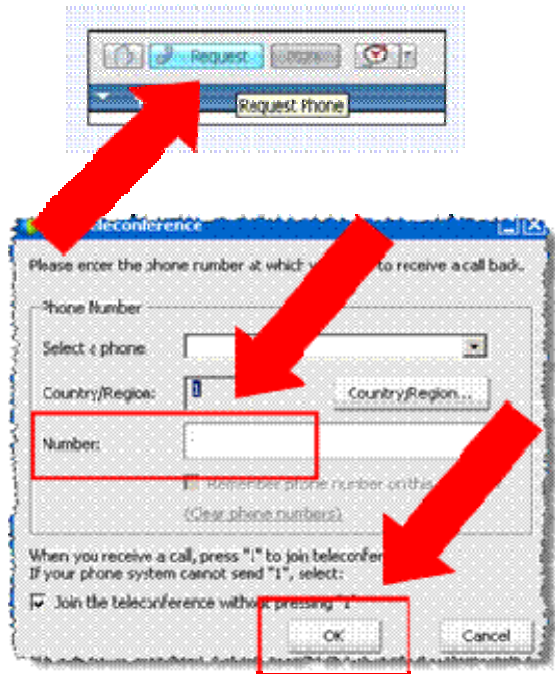

4. Establish an audio connection to the meeting.

- Audio will be through your computer speakers, not the phone.
5. When you join a WebEx meeting, *three* browser windows open: Connect me window, Meeting in progress window (with a warning not to close), and WebEx Meeting Room.
    - As a general attendee - the **Broadcast Audio player** will automatically launch, ensure your speakers are on and wait for the meeting to begin.
    - If you have no computer speakers and/or you must listen via telephone, you will be afforded an opportunity to have the system call you back after the Host joins the meeting.
    - If "The host for this event will arrive shortly." pops up, click **OK**.

- Once the host is in the meeting, attendees may request permission to join the teleconference (listen by phone). Click **Request**. If the host approves, you will see the "Join Teleconference" screen.

- Enter the phone number that the system is to dial. Click **OK**.

The sessions will be conducted as Webinars so you will be in "listen only" mode. You may submit questions through the Q&A box. We will try to respond to questions as they arrive but we'll include all of them in our Frequently Asked Questions (FAQs) to be posted on RIBBS.